



STEVEN C. McCRAW  
DIRECTOR

# TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N. LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001

[www.dps.texas.gov](http://www.dps.texas.gov)

DRIVER LICENSE DIVISION

512-424-2600

EN ESPANOL 512-424-7181



SKYLOR HEARN  
FREEMAN F. MARTIN  
RANDALL B. PRINCE  
DEPUTY DIRECTORS

05/05/2019

PUBLIC, JOHN Q.  
123 4TH ST.  
ANY TOWN, TX 77777

SAMPLE

## Renewal Notice for Texas Driver License or Identification Card

Para la carta en español de la renovación de la licencia de conducir de Tejas por favor haga clic en el sitio web indicado a continuación: [www.dps.texas.gov](http://www.dps.texas.gov).

Your Texas DL or ID will expire on xx/xx/20xx The cost of this renewal is \$x.xx.

You are receiving this notice because you are not eligible to renew online. Please bring your current driver license (DL) or identification card (ID) with you and present it to the customer service representative (CSR) at your local driver license office. You will also be required to present the additional documents described below before we can renew your Texas DL or ID card.

Our records indicate you must present the following document(s) in order to renew your DL or ID:

XXXXXXXXXX  
XXXXXXXXXX  
XXXXXXX  
XXXXX

For a complete list of acceptable documents to bring with you, please visit our website at, [www.dps.texas.gov/DriverLicense/renewal.htm](http://www.dps.texas.gov/DriverLicense/renewal.htm).

### Additional Reminders:

- If you are not a registered voter, a voter registration application may be completed in any driver license office.
- Veterans requesting a designator on their DL must present a copy of: DD-214, DD-215, NGB-22, US Department of Veterans Affairs disability letter indicating an honorable discharge or a general discharge (under honorable conditions) or a concealed handgun license (CHL)/license to carry with veteran designator present.
- Commercial drivers are required to provide a self-certification to the Department regarding the type of commercial motor vehicle they drive or expect to drive with their commercial driver license (CDL). Please visit our website at [www.dps.texas.gov/DriverLicense/medCertReq.htm](http://www.dps.texas.gov/DriverLicense/medCertReq.htm) to determine if your self-certification category needs to be updated or changed and obtain the necessary forms to certify. If you are required to maintain a medical examiner's certificate for the operation of a commercial motor vehicle, you must also bring a copy of this certificate and any variance or waiver to the Department.
- Failure to submit a medical certification if required, will result in the downgrade of your CDL to a non-commercial driver license. Once downgraded, you may be required to complete all knowledge and driving tests to reinstate your CDL. (Additional information concerning the "CDL Downgraded for Medical Certification" policy can be found on our website.)
- Additional renewal fees will apply for Non-Domicile CDL holders.

Remember, your driving record is your personal driving history, so it is a good idea to check your record occasionally to make sure that no incorrect information was reported.

### **Driver Responsibility Program (DRP):**

This program was developed to encourage safe driving habits and requires DPS assess surcharges to individuals based on certain traffic offenses. These surcharges are assessed in two ways, a point system and a conviction based system.

- Points are assessed for Texas or out-of-state moving violation convictions: two (2) points for a conviction, and three (3) points for a conviction that resulted in a crash. Individuals are assessed a point surcharge annually if they maintain six (6) or more points on their driver record.
- A Conviction-based surcharge is a result of being convicted of Driving While Intoxicated, No Driver License, Driving While License Invalid, and No Insurance. Points are not assessed for these specific offenses. A conviction based surcharge will be assessed annually for three (3) years from the date of conviction. An individual can also pay all three (3) years in advance. DPS also offers programs that may reduce or waive surcharges. For more information about DRP please visit, <http://www.dps.texas.gov/DriverLicense/drp.htm>. To check your driver status, please visit, <https://txapps.texas.gov/txapp/txdps/dleligibility/login.do> or call 1-800-688-6882. Please note: Surcharges are in addition to other fees and do not replace a suspension, revocation, denial, disqualification or cancellation resulting from the same conviction.

If you have questions or need to make special arrangements to accommodate a disability prior to visiting a driver license office, please email us using our secure website at [www.dps.texas.gov/contact.htm](http://www.dps.texas.gov/contact.htm) or call us at (512) 424-2600.

Statutory Authority: 42 USC 405(c)(2)(C)(i), 666(a)(13)(A); 49 CFR 383.153; TFC Section 231.302(c)(1); TRC Sections 521.044, 521.142, and 522.021; and TAC Title 37, Part 1, Chapter 154, Subchapter B, Rule §15.24